

Safety Briefing for January 2018

Topic: Distracted Driving

Introduction: Today, most of us are connected to family and loved ones with cell phones. The phones continue to be a part of our lives even when we are driving.

Unfortunately, many employees are injured due to distractions during phones use. Distractions are the primary cause of vehicle accidents. Some are so severe, that the drivers or others are killed. When you pay attention to the phone, you fail to see the driver that just pulled in front of you because he or she was impatient. No reaction time equals an accident.

What you Need to Know: As you drive many things can cause distractions. Distractions are classified as a Manual Distraction, Visual Distraction or a Cognitive Distraction.

Manual Distractions causes the driver to take their hands off the steering wheel. Examples:

- Talking/texting on a cell phone
- Trying to care for a baby or child
- Eating or Reading a magazine, papers, or newspaper

Visual Distraction when they occur, causes you the driver to take your eyes off the road. For example:

- Looking for a pen or paper for a note
- Staring at the scenery such as billboards, Christmas decorations, construction/logging operations, etc.
- Reaching to see the as looking for or at things in the vehicle and looking at things in or outside of the vehicle.

Cognitive distraction are distractions that allow you to take your mind off the road.

- Thinking about the day ahead or what happened at work yesterday
- Singing songs and losing focus
- An argument that you continue to mull over in your mind

Common Signs of Distracted Drivers:

- Drives below the posted speed limit
- Appears to be looking at their cell phone
- Runs through a stop sign or pulls out in front of your vehicle
- Uses the rearview mirror to apply make up
- Turning around to reach something in the back seat
- Eating or drinking while driving

BE A FOCUSED DRIVER. Before you start to driver:

- Program the GPS/radio before leaving for your destination
- Plan ahead – determine routes, directions and check traffic conditions before you leave
- Do not multitask while driving\
- Do NOT talk on your cell phone
- Do not reach down or behind your seat, pick up items from the floor or clean the inside of the window
- Do not eat or drink while driving
- Pull over to a safe area to care for a child

Arrive ALIVE! Pull over to use the phone and keep your focus on driving.

\$AFETY PAYS\$

SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: Distracted Driving

Employees present:

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Old Business – Status of any previous safety recommendations.

Accidents/Near Misses – Discuss accidents and near misses that have occurred since last meeting. Brief summary of accident(s). Note any trends. Discuss corrective action taken. Concentrate on accident causes to make everyone more aware.

Inspection Reports – Report on findings and recommendations of any inspection reports made since last meeting.

New Business – Solicit employee suggestions. Discuss new machinery procedures, changes to company safety policy, etc.

MEETING CHAIRED BY: _____

Safety Briefing for February 2018

Topic: Chain Saw Safety

Introduction: Operating a chain saw is inherently hazardous. In the last several months, we have had an upswing in the number of employees that have been injured operating chainsaws. Potential injuries can be minimized by using proper personal protective equipment and safe operating procedures.

Before Starting a Chain Saw

- Check controls, chain tension, and all bolts and handles to ensure that they are functioning properly and that they are adjusted according to the manufacturer's instructions.
- Make sure that the chain is always sharp and the lubrication reservoir is full.
- Start the saw on the ground or on another firm support. **Drop starting is never allowed.**
- Start the saw at least 10 feet from the fueling area, with the chain's brake engaged.

Fueling a Chain Saw

- Use approved containers for transporting fuel to the saw.
- Dispense fuel at least 10 feet away from any sources of ignition. **"No smoking"**.
- Use a funnel or a flexible hose when pouring fuel into the saw.
- Never attempt to fuel a running or HOT saw.

Chain Saw Safety

- Clear away dirt, debris, small tree limbs and rocks from the saw's chain path. Look for nails, spikes or other metal in the tree before cutting.
- Shut off the saw or engage its chain brake when carrying the saw on rough or uneven terrain.
- Use a thumb wrap to assist with controlling the saw in a kickback.
- Keep your hands on the saw's handles, and maintain secure footing while operating the saw.
- Proper personal protective equipment must be worn when operating the saw, which includes hand, foot, leg (saw chaps), eye, face, hearing and head protection.
- Do not wear loose-fitting clothing.
- Be careful that the trunk or tree limbs will not bind against the saw.
- Watch for branches under tension, they may spring out when cut. Use proper body placement!
- Chain saws must be equipped with a protective device that minimizes saw kickback.
- Be cautious of saw kick-back. To avoid kick-back, do not saw with the tip. If equipped, keep tip guard in place.

For more information or assistance with workplace safety contact Forestry Mutual Insurance Company at 800-849-7788

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Safety Briefing for March 2018

Topic: Following too Close

Introduction: Several accidents have occurred recently that have resulted in fatalities. Each accident was avoidable had the driver paid attention to the road conditions and kept proper following distances.

Scenario One: Two loaded log trucks from the same logging company were loaded with pulpwood with overhanging logs. The two drivers were taking their load to the same mill, so they traveled together. The weather was clear and sunny. This was their first load of the day.

The two trucks traveled for 20 plus miles from the jobsite and entered a small town. They had to slow down and shift lanes due to road construction. The first driver had downshifted and slowed to the 35 MPH speed limit. He then stopped for a red traffic light. However, the second driver failed to slow down and ran into the rear end of the first truck at approximately 45 MPH.

Several long logs from the first truck entered the engine compartment of the second tractor. One of the logs deflected toward the driver's side and entered the cab through the firewall. It penetrated the driver and continued out back window. He died instantly.

Scenario Two: Same situation, another day. Two truck drivers each driving a pulpwood load with a large amount of overhang. They traveled together to deliver their loads to the same mill.

The weather was overcast clouds but visibility was good. It appears that the weather did not contribute to this accident.

As they traveled, they kept in contact with each other by CB radio. The first driver would relay traffic information to the driver behind so they could avoid trouble/issues. They had traveled on a four-lane highway and as they approached the town, the lanes transitioned to a two-lane road. The first driver reported that as he slowed down because of a school bus. He reported a sudden jolt to his truck followed by a loud crashing noise. He exited the cab quickly and went to the rear of the truck.

He saw the second truck had hit his truck. The driver was dead. He was struck by logs that entered the cab. To make matters even worse, this was his father that drove the second truck. He does not know why his dad failed to slow down.

RECOMMENDATIONS:

- **Avoid following too close.**
- **Keep safe distances to avoid this type of accidents.**
- **Distractions remove precious seconds needed to react.**
- **Reduce speed**
 - **as you enter construction zones or towns**
 - **to adjust to road or weather conditions**

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Safety Briefing for April 2018

Topic: Workplace Fire Safety

Introduction: I BET YOU DIDN'T KNOW according to National Safety Council, losses due to workplace fires in recent years totaled \$3.1 billion. Fires contributed to 360 workplace deaths associated with fires. Whether in the woods or in a garage or mill, fire can be the most devastating workplace issue you face.

Background: There is a long and tragic history of workplace fires in this country. One of the most notable was in Hamlet, North Carolina, where 25 workers died in a fire in a poultry processing plant. Locked fire exits and inadequate fire extinguishing systems were determined to be the main factors. Logging equipment operators are part of the statistics due to poor maintenance on logging equipment.

What must an employee know: Employees should conduct workplace/equipment inspections for compliance with standards for fire safety. OSHA standards require employers to provide proper exits, fire fighting equipment, emergency plans, and employee training to prevent fire deaths and injuries in the workplace.

Address the following Areas:

Fire Exits:

- Each workplace building must have at least two means of escape for fire emergency. Fire doors must not be blocked or locked to prevent emergency use by employees.
- Exit routes from buildings must be clear and free of obstructions and properly marked with signs designating exits from the building.

Portable Fire Extinguishers

- Each building and logging equipment must have the proper type of fire extinguisher(s) for the fire hazards present.
- Only approved fire extinguishers are permitted and they must be kept in good operating condition. Proper maintenance and inspection of this equipment is required of each employer.

Emergency Evacuation Planning

- A written emergency action plan must include evacuation routes used and procedures to be followed by employees. Procedures to account for all evacuated employees must be part of the plan. The written plan must be available for employee review.
- In woods or fixed location, require an alarm system be available for emergency alerting. The alarm system may be voice communication or sound signals such as bells, whistles or horns.

Fire Prevention Plan

- A written fire prevention plan that details the area(s) of concern to guard against fires.
- Make sure you clean your logging equipment to prevent debris build-up around the engine hot spots.
- **DO NOT USE GASOLINE/FLAMMABLE LIQUIDS ON OPEN FLAMES!!!!**
- Have procedures for storage and cleanup of flammable materials waste. Include procedures for controlling workplace ignition sources.
- Make sure employees are accounted for – have a gathering point for roll call if an incident occurs.
- Have address of fixed location or GPS coordinates for in-woods & post telephone numbers for easy reporting.

\$AFETY PAYS\$

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Safety Briefing for May 2018

Topic: Truck Drivers

Background: As far as dangerous jobs go, what do you think are the most dangerous? Recently, the Bureau of Labor Statistics (BLS) provided data that was a surprise. Many individuals think that police officers, firefighters and construction workers have the most dangerous jobs. Along with that, most people usually do not consider truck drivers in that category. But the data shows that driving a truck is far riskier than you might think.

According to recently published data from the Federal Motor Carrier Services Administration (FMCSA):

- 3,598 fatal truck crashes occurred
- One out of every six American workers killed on the job is a tractor-trailer truck driver.
- In 2015 alone, nationwide, 4,050 fatal truck crashes occurred and 667 tractor-trailer truck drivers were killed.
- Tractor-trailer truck drivers are three times more likely than the typical American worker to have an injury or illness that required days off from work.” (BLS Report)

Truck drivers also have the highest number of nonfatal injuries and illnesses that require days off from work. In 2015, drivers ranked 6th among the top occupations. They follow close after police officers and sheriffs, firefighters, highway maintenance workers, correctional officers and nursing assistants. Another way to look at this statistic is that truck drivers had nearly one out of every 20 injury and illness cases nationwide that needed time off work to recover.

What employees should know:

- Wear work boots with non-slip, grip soles to prevent slip injuries.
 - Do not wear smooth soled boots or shoes.
 - Do not wear flip flops or untied shoes as they can cause you to trip.
- Use **Three Points of Contact** while entering or exiting the cab or climbing on the tractor.
 - Use caution when ice, snow, mud, or rain is present.
 - Make sure your grip is firm and you do not carry items in your arms or hands.
- Be aware of other vehicles around you.
 - Always check side mirror before you make a wide turn.
 - Be cautious about **load swing** if any part of the load extends beyond the rear axles.
- Keep your speed under control for the conditions you encounter.
 - Slow down for curves and exit ramps.
 - Be aware of the high center of gravity with trailers loaded with logs (rollovers).
 - Keep safe following distances in case you must make an emergency stop.
 - Slow down when workers are in construction zones.
- Use turn signals to signal your intentions.
 - In accident reports it was noted that 86% of drivers failed to properly signal their turn.
 - Be aware of your blind spots! If you can't see a vehicle in your mirrors does not mean there is none in your blind area.
- Use caution when throwing binding straps or chains. Use an underhand toss to prevent injuries to your shoulder's rotator cuff.

DO NOT BECOME ONE OF THESE STATISTICS. DO YOUR PART AND ARRIVE ALIVE!!!

\$AFETY PAY\$

SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: **Truck Drivers**

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Safety Meeting for June 2018

Topic: Overhead Hazards

Introduction: Each year we experience several injuries from limbs falling from trees. By now, the trees have full canopies and seeing overhead hazards becomes difficult. One of the constant hazards in any logging operation is the unknown hazard in the trees. Broken limbs, vines, crossed branches from other trees, etc., pose severe injury hazards up to and including possible death. A program was produced to address these hazards and it is called “**Heads Up For Hazards.**” Anyone on a logging job, from loggers, timber cruisers, land owners, truck drivers, ground personnel and equipment operators are all at risk. Each one of you must be cautious of the hazards around them.

What must an employ know: Employees should be trained on the following information:

- Follow safe operating procedures: Use well maintained, approved personal protective equipment (PPE) for head protection.
- Keep a hard hat with you and wear it. Hard hats have prevented severe injuries by deflecting falling limbs.
- Look and scan at least 50 feet ahead on your path of travel.
- Look and scan at least 100 feet ahead for any overhead hazards.
- Do not place your body under anything that falls or moves due to gravity or the loss of hydraulic pressure.
- Maintain at least two tree lengths from all felling operations.
- Be visible! Wear high visibility safety colors.
- Maintain communication with others in the work zone.
- Never walk into a work zone with running equipment or moving equipment until the equipment is stopped, engine shut off and implements grounded.

In nearly every accident, it is ground personnel (truck drivers and deck hands most often) that are most at risk from hazards from above. As a team, you must work together and stay focused. Take the time to look for overhead hazards, identify the hazard, tell everyone about it, and remove it or flag it to keep personnel away. Your proper decisions will result in a safe Spring and Summer for all. **LOOK UP & STAY ALIVE!**

\$afety Pays

SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: Overhead Hazards

Employees present:

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Safety Briefing for July 2018

Topic: Heat-Related Illness

Introduction: The body burns calories and produces heat to keep its temperature at 98.6 degrees Fahrenheit. In a hot environment or during vigorous physical activity, the body rids itself of excess heat. The two ways it does this are sweating and dilation of blood vessels. When sweat evaporates from the skin, you begin to cool off. When blood vessels dilate, blood is brought to the skin surface to release heat.

Background: As summer approaches, temperatures increase and heat-related illness become more prevalent. They can be as simple as a heat rash when sweat ducts get clogged. They can be heat cramps, those painful muscle spasms caused by loss of electrolytes from heavy sweating. If employees develop these conditions, immediately get them out of the heat so they can rest. As the heat-related illness increases it turns to heat exhaustion and/or heatstroke from prolonged exposure to heat.

What must an employee know: When the body loses too much water and salt, heat exhaustion sets in. Signs include weakness, dizziness, nausea, headache, heavy sweating, clammy skin and slightly elevated body temperature.

Hot Tips to Cool Conditions

As a supervisor or employee, you should know how to recognize a victim of heat-related illness. Evaluate the symptoms and follow these first aid actions:

Heat cramps: Have the employee sip water or a diluted sports drink. Gently stretch the muscle.

Heat syncope: Have the employee lie down in a cool area.

Heat exhaustion: Lay the employee down in a cool area with his or her legs raised. Remove excessive layers of clothing. Give up to 1 liter of water. Do not give anything to drink if the employee vomits. Cool the worker with cold, wet cloths and a fan.

Heatstroke: Call for medical help immediately. While you wait for help to arrive, move the employee to a cool place, remove clothing down to underwear and apply ice packs at the neck, armpits and groin. Cover the employee with wet towels or cloths or spray him or her with cool water, and fan the employee to quickly evaporate the dampness on the skin.

Catch It Early

Awareness is vital to prevent heat-illness. Supervisors and employees need to watch for warning signs. Employees adapt to the heat, but they usually know their limitations and supervisors should never push beyond those limits. Employees can take other preventive measures to combat the heat:

- ❑ Eat light. The more calories you take in, the more body heat you produce.
- ❑ Drink plenty of fluids throughout the day. Drink at least 8 ounces per half hour.
- ❑ Choose the proper type and amount of clothing. Cotton allows skin to breathe and absorbs sweat. Wide-brimmed hats protect from direct sunlight.

\$AFETY PAY\$

SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: Heat Related Illnesses

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Safety Briefing for August 2018

Topic: Driving on Different Surfaced Roads (Part 1)

Background: Log and chip trucks travel on many different types of roads. The surface can be concrete, asphalt, crush and run, or dirt and gravel. As far as danger goes, each surface has hazards associated with them. Most drivers do not consider the dangers as they come off a paved road onto a dirt road leading to log deck. Recent injuries have occurred because truck drivers, skidder operators or individuals driving their personal vehicles failed to account for the conditions the roads presented.

A skidder was pushing a loaded log truck out of a loose sandy, dusty road. It became stuck and lost traction with the surface. After the skidder finished pushing the truck out of the soft spot, the skidder operator started to return to the deck. He pulled over to the side of the dirt road to allow two more log trucks to go by his position. As they went by, they created a large dust cloud that lingered due to the extremely dry conditions due to a lack of rain. Unknown to the skidder operator, another employee was driving down the dirt road in this dust cloud. The skidder operator pulled out and as the private auto came around the curve, the skidder drove over it. Neither driver was aware of the other as the dust obscured the auto and the skidder. The car driver was severely injured as the skidder crushed the roof as it drove over it.

What employees should know:

- If you cannot see, pull over and stop.
- Wait for the dust to settle before starting out again
- Turn on your lights to increase your visibility to other vehicles
- Sandy surfaces make it difficult as your vehicle can easily lose traction
- Avoid sharp turns, or erratic movements on sand
- Off road surfaces that drivers may encounter are gravel, sand or dirt.
- Loose surface roads can make cause you to lose traction
- Decrease your speed when travelling on these roads
- Increase travel distance between you and the vehicle in front
- Weather will affect driving conditions on loose surfaced roads.
 - Dry weather creates dusty conditions which limits your visibility
 - Winds can cause a dust cloud that reduces your visibility
- Drive slowly. This will help you to keep momentum and avoid spinning your wheels
- If you have 4WD or all-wheel drive (army set out trucks) vehicle, be sure to engage 4WD locking hubs and use low gears
- If needed, deflate your tire pressure for better traction
 - Do not forget to reinflate so you do not damage the tire on paved/sealed surfaces
 - Have an air pump available to reinflate the tires before you drive on hard surfaces

DO NOT BE ONE OF THESE STORIES! DO YOUR PART & ARRIVE ALIVE!!!

\$SAFETY PAY\$

SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: Driving on Different Surfaced Roads (Part 1)

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Safety Meeting for September 2018

Topic: “Preventing Motor Vehicle Accidents

Introduction: Work-related motor vehicle accidents are one of the leading causes of workplace injury in the United States. Injuries that result from these type of accidents range from bumps and bruises to loss of life. All employers must reminds all drivers to pay attention to the traffic, road and weather conditions and follow common sense driving safety rules:

Background: Accident statistics show that drivers do not account for road or weather conditions and their attention can be distracted by different things such as eating, drinking, talking to a passenger, or texting. However according to insurance company studies, the accident that most often occurs is the rear-end collision. Following too close and not accounting for road conditions or weather are the leading causes cited by police officers. It does not matter if you drive a semi-truck, pick-up truck, motorcycle, or automobile, use a common sense approach to your driving. You cannot control the other driver’s actions, **but you can control your driving decisions.**

One auto insurance company produced from accident reports, a list of actions that people actually did. Besides the obvious phone distractions of texting and talking, the list included the following:

- taking selfies
- applying makeup/curling eyelashes/styling hair
- reading/ scratching off lottery tickets
- changing clothes
- singing and dancing
- romantic encounter/PDA
- brushing/flossing teeth putting in contact lenses or eye drops

Employers need to educate employees to ensure the safety of their employees:

- DO NOT GET BEHIND THE WHEEL if you are under the influence of alcohol or drugs.
- It’s the law - Always wear your seat belt!
- Keep both hands on the wheel and your eyes on the road.
- DO not eat or drink while driving. Have you ever spilled a drink or dropped a chip?
- Do not tailgate!
 - In congested traffic - back off and allow proper braking distance between vehicles.
 - Use the 3-second following rule – it can prevent a rear end collision.
 - Glance at a fixed object (sign, light pole, or tree) ahead of the car in front of you.
 - When the car in front passes the object, count 3 seconds (one- thousand one, one-thousand two, one-thousand three). If you pass the object at 3 seconds, you have enough braking distance to stop.
 - In heavier traffic, you must adjust your following distance. Add a few more seconds to give you room to stop.
 - At night and in bad weather, increase your following distance even more.
- Slow down for the road conditions you travel. Speed is the leading cause of vehicle accidents.
 - Faster speeds decrease your ability to react to sudden hazards.
 - Road conditions (rain, ice, fog, etc.) create stopping distance hazards.
- Drive defensively. BE PREPARED for the other driver or their unsafe actions.
- Pay special attention at intersections – watch out for the drivers trying to beat the light.
- In many states, it is against the law to talk on a hand-held phone. In most states, it is against the law to drive and text. Use a blue-tooth or hands-free device with voice activated commands.

\$AFETY PAY\$

SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: “Preventing Motor Vehicle Accidents

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Safety Briefing for October 2018

Topic: Driving on Different Surfaced Roads (Part 2)

Background: Log and chip trucks travel on many different types of roads. The surface can be concrete, asphalt, crush and run, or dirt and gravel. As far as danger goes, each surface has hazards associated with them. Most drivers do not consider the dangers as they come off a paved road onto a dirt road leading to log deck. Recent injuries have occurred because truck drivers, failed to account for the conditions the roads presented. Employers should make employees aware of the following:

Driving on Country and Remote Roads

- Reduce your speed near the road edge
- Keep the tires on the road as the shoulders may drop off or have loose stones/trash
- Be aware of the sun in the evening if you drive towards the West
 - You may be blinded by the setting sun
 - Wear sun glasses to avoid total loss of where you are going
- Watch out for slow moving farm equipment
- Watch out for livestock or wildlife that can suddenly appear on or at the side of the road
 - Use extra caution at night
 - Slow down – honk your horn if you see animals that you may encounter

Driving Near Other Tractor-trailer Rigs

- Log trucks and chip vans are heavy and long.
- They take longer to stop and accelerate than smaller vehicles
- They require more room when turning.
- If you drive behind a log truck or chip van, keep a 2 to 3 second distance between you and these vehicles
- In bad weather, double the following distance to account for the unexpected

Tips When Driving Near Log Trucks or Chip Vans:

- Do not cut in front of these vehicles because you create a hazard by creating load shifts with sudden braking actions
- Do not speed up when a large truck tries to overtake and pass you
- If you are behind a tractor-trailer and you cannot see the side mirrors, then be assured that the driver cannot see you
- Do not tailgate log trucks or chip vans as you cannot see what is ahead and you may not have adequate time to react
- Do not pass a log truck or chip van without proper distance as it is unsafe
- Pay attention to the trucks turn signal - do not attempt to go around them as they make wide turns. Watch for long overhanging loads

DO YOUR PART & ARRIVE ALIVE!!!

\$AFETY PAYS

SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: Driving on Different Surfaced Roads (Part 2)

Employees present:

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Old Business – Status of any previous safety recommendations.

Accidents/Near Misses – Discuss accidents and near misses that have occurred since last meeting. Brief summary of accident(s). Note any trends. Discuss corrective action taken. Concentrate on accident causes to make everyone more aware.

Inspection Reports – Report on findings and recommendations of any inspection reports made since last meeting.

New Business – Solicit employee suggestions. Discuss new machinery procedures, changes to company safety policy, etc.

MEETING CHAIRED BY: _____

Safety Meeting for November 2018

Topic: Safety Around Warming Fires

Background: Over the last several years, we have experienced employees being burned because they threw fuel onto a fire. Unfortunately, burns can be the most difficult type of injury to heal. They are also some of the most painful and long-lasting visible reminders of a moment of carelessness. Since the cold weather is coming around again, here is a reminder of what can happen if you throw fuel into a fire.

We have had several logging crews start a fire in burn barrels or on the ground near the deck. In most cases, the time of day was early morning prior to daylight and it was cold enough that they needed to build a fire while they awaited the daylight.

During one incident, the wood was in the burn barrel and the fire was lit. One of the crew members got some fuel and threw it onto the fire. Unfortunately, it flashed back at him and burned him. The crew member sustained severe burns to the hand and face.

During another incident, two employees were injured pouring liquid onto a fire. Again, it was early morning, dark and cold. The first employee caught on fire when the fire flashed as he was pouring fuel onto the fire. The second individual was burned trying to extinguish the flames on the first employee. One employee suffered burns to 6% of his body but the other employee sustained burns to over 50% of his body.

UNSAFE ACTS & CONDITION:

1. Employee tried to help the fire along without knowing the hazards involved.
2. Flammable/combustible material was too close to the fire.
3. Employee did not know there was gasoline mixed in with the diesel on one incident.
4. New ultra low sulphur diesel has a flash point around 100 degrees. It is not the old style diesel anymore. It will ignite.

RECOMMENDATIONS FOR CORRECTION:

1. Always know the condition of the embers and materials you plan to burn.
2. Do not try to help a fire that has glowing embers in it.
3. Be aware that pressurized containers like soda or water bottles will burst when the heat expands the gases trapped inside them.
4. Do not attempt to use fluids to help the fire burn as you do not know what they contain.
5. It is better to be safe than burned – do not try to accelerate a fire with flammable or combustible liquids.

You must stop needless injuries that can kill you or scar you for the rest of your life. Never have an attitude that you will not be injured. DO NOT POUR FUEL ONTO A FIRE!!

\$afety Pay\$

SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: Safety Around Warming Fires

Employees present:

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Safety Briefing for December 2018

Topic: SPACE & VISIBILITY - Professional Driver HABITS Five-Point System (Part 1 of 2)

Introduction: Most people believe that crashes are random, unpredictable occurrences. In truth many crashes are the result of poor driving habits. *Fostering* good driving habits is at the heart of Space and Visibility – Professional Driver habits. The Five-Point System (part 1 in this 2 part series) is based on a very simple premise; you need two things to drive any vehicle safely; 1) space for the vehicle and 2) visibility for the driver.

What must an employee know: When reviewing the following habits that are listed below, you should ask, “How do you do it?” and “What does it do for you?” And also understand the key phrase.

AIM HIGH IN STEERING

1. How do you do it? *Imagine a target well ahead of you.*

Example: When you throw a baseball, you don’t look at the baseball; you look at the target which you are throwing to. The same rule applies to throwing darts at a dart board.

2. What does it do for you? Imagining a target well ahead of you centers your vehicle in your lane of traffic and also assures a smooth and safe path on turns.

3. Key Phrase: Find a safe path well ahead. **Notes:** Become a high aim steerer; look as far ahead as you can. Don’t look only directly in front of your vehicle while driving.

GET THE BIG PICTURE

1. How do you do it? Do not follow so closely that it prevents you from seeing the big picture ahead. Stay away from moving “billboards” such as the rear of a tracker trailer.

2. What does it do for you? Not following so closely keeps you away from moving “billboards” which block your vision, allows for smooth stops and turns, and buys reaction time.

3. Key Phrase: Stay back and see it all. **Notes:** Don’t rush up behind a line of traffic making you vulnerable to be part of an accident if something was to happen. For example, like a beautiful painting, don’t get so close that you’re not able to see the whole thing, stay back and be able to take it all in.

KEEP YOUR EYES MOVING

1. How do you do it? To avoid fixating on any one object you should keep your eyes moving. Make sure that you look to your rear every 5 to 8 seconds.

2. What does it do for you? Continually moving your eyes maintains your sense of awareness in all driving conditions.

3. Key Phrase: Scan, don’t stare. **Notes:** Keep eyes moving all around your vehicle; front, rear, sides. Scan from building to building, tree-line to tree-line.

LEAVE YOURSELF AN OUT

1. How do you do it? To leave yourself an “out” of a possible hazardous situation you should imagine an “escape route” depending on your current position. Be able to recognize the path of least resistance.

2. What does it do for you? Leaving you an “out” creates space on all four sides, but especially in front of you.

3. Key Phrase: Be prepared, have a plan, expect the unexpected. **Notes:** Leave space between you and the vehicle in front of you when stopped at traffic lights or stop signs in case of breakdown/stall.

MAKE SURE THEY SEE YOU

1. How do you do it? To make sure other drivers see you, you should communicate in traffic by using your horn, lights, and signals.

2. What does it do for you? Making sure that they see you through communicating in traffic establishes eye-to-eye contact.

3. Key Phrase: Don’t gamble; use your horn, lights, and signals. **Notes:** Establishing eye contact confirms that others see you. Be sure to use horn in a courteous manner to avoid creating a hostile environment.

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COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: SPACE & VISIBILITY - Professional Driver HABITS

Employees present:

[illegible]

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